**Product Backlog**

**Sprint Backlog**

**Boutique Recruitment**

**JC Consulting**

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Document Revision History

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# 1. Product Backlog

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Product Backlog | | | | | | |
| ID | As a | I want to be able to | So that | Priority | Sprint | Status |
| A | Client |  |  |  |  |  |
| A.1 |  | Create an account | I can access the website | High | 3 | Not Started |
| A.2 |  | Login | I can post new position / or request assistance to post a position | High | 3 | Not Started |
| A.3 |  | to get the respond quickly | I can fill my position efficiently | Medium | 3 | Not Started |
| A.4 |  | I want to edit, update and remove posted position | To avoid mistake | High | 4 | Not Started |
| A.5 |  | I want to check history | I can check my open/closed positions | High | 4 | Not Started |
| A.6 |  | Check candidates deployed | I can decide | High | 4 | Not Started |
| A.7 |  | I want to be able to print list of candidates | I can have hard copy | Low | 4 | Not Started |
| B | Intake Department |  |  |  |  |  |
| B.1 |  | Login | I can check all the position posted | High | 3 | Not Started |
| B.2 |  | View all posted positions | I can approve the position posted | High | 3 | Not Started |
|  |  | Receive an email, every time a client posts a position or request help with a position | can increase my SLA and answer my clients immediately | Medium | 3 | Not Started |
| B.3 |  | View the request to develop a position | I can revise the requirements for a new position | High | 4 | Not Started |
| B.4 |  | Manage all the positions/request | I can post a new position / classify a filled position | Medium | 4 | Not Started |
|  |  | Print reports | I can track all my daily activities | Low | 4 | Not Started |
| C | Evaluation Department |  |  |  |  |  |
| C.1 |  | Login | I can access the website | High | 3 | Not Started |
| C.2 |  | View the list of all the client with their post | I can evaluate their post positions | High | 3 | Not Started |
| C.3 |  | View the post from the client | I can request the best candidate | High | 3 | Not Started |
| C.4 |  | Sort post by client name, date, due date | I can manage my clients more efficiently | Medium | 4 | Not Started |
| C.5 |  | Receive an email, every time a client posts a position or request help with a position | I can increase SLA and answer my clients immediately | Medium | 4 | Not Started |
| C.6 |  | be able to change easily the status of a position | the next phase of the process is started | High | 4 | Not Started |
| D | Allocator Department |  |  |  |  |  |
| D.1 |  | Login | I can check all the position posted | High | 3 | Not Started |
| D.2 |  | View evaluated candidate | I can allocate them on position | High | 3 | Not Started |
| D.3 |  | Remove the allocated candidate | I can be sure that the candidate are approved | High | 3 | Not Started |
| D.4 |  | Being able to retrieve candidate based on the skills | I can sort, and search | High | 4 | Not Started |
| D.5 |  | I can see many evaluated candidate | see the full list of candidates to allocate | High | 4 | Not Started |
| D.6 |  | I want to check the profile of deployed candidate | I can identify their qualities | High | 4 | Not Started |
| D.7 |  | Receive an email, every time a client posts a position or request help with a position | I can allocate the candidate as faster as possible | High | 4 | Not Started |
| E | Deployment Department |  |  |  |  |  |
| E.1 |  | Login | I can check all the position posted and candidates approved | High | 3 | Not Started |
| E.2 |  | View selected candidate | I can assign the candidate to the position | High | 3 | Not Started |
| E.3 |  | quickly inform my clients about deployment | I can conclude the process | High | 4 | Not Started |
| E.4 |  | Receive an email, every time a client posts a position or request help with a position | I can conclude the process | High | 4 | Not Started |
| E | Support Department |  |  |  |  |  |
| E.1 |  | Login | I can check all closed positions and plan QA | High | 3 | Not Started |
| E.2 |  | create a plan with all closed positions and receive an email with the date of the evaluation | I can receive feedback | High | 3 | Not Started |
| E.3 |  | send my clients the QA form | I can receive a feedback about the deployment | High | 4 | Not Started |
| E.4 |  | finish the process | I can archive the position | High | 4 | Not Started |

# 2. Sprint Backlog

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID** | **TASK NAME** | **ASSIGNED TO** | **START** | **FINISH** | **SPRINT READY** | **PRIORITY** | **STATUS** |
| A | Sprint 1 |  |  |  |  | High | In Progress |
| A.1 | Project Vision | Renata Moura | 10/9/2018 | 10/10/2018 | Yes | High | Complete |
| A.2 | Business Requirement | Anushka | 10/9/2018 |  | No | High | In Progress |
| A.3 | Personas and User Stories | Abdallahman Habyarimana | 10/9/2018 | 10/10/2018 | No | High | In Progress |
| B | Sprint 2 |  |  |  |  | High | In Progress |
| B.1 | Project Plan | Renata Moura | 10/10/2018 | 10/10/2018 | No | High | In Progress |
| B.2 | Team Charter | Anushka | 10/10/2018 |  | No | Medium | In Progress |
| B.3 | Product Backlog | Abdallahman Habyarimana | 10/10/2018 | 10/10/2018 | Yes | High | Complete |
| B.4 | Sprint Backlog | Karan | 10/10/2018 |  | yes | High | In Progress |

# 3. Approval

The signatures below indicate their approval of the contents of this document.

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| --- | --- | --- | --- |
| Project Role | Name | Signature | Date |
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